

Transaction Supervisor's Forum 07/20/2016

PPSD provided the following updates at the forum:

General Update:

As stated by CalHR and PML 2016-018, employees must submit their Lump Sum Separation Pay Deferral Election Form five (5) working days prior to the employee's separation date. CalHR and SCO recommend departments date stamp the form when received. SCO will not process any deferrals if the date stamp or employee signature date is not five (5) working days prior to the separation date.

CS Payroll

1. Currently, Accounts Receivable Payroll Deductions have the wrong A/R number on the accounting documents.

When this happens, please use the PPSD Escalation email process or call the Customer Contact Center. These are SCO keying errors.

2. When employees transfer to another department mid-month, the entire month funds are being transferred to the new department.

SCO is currently research this issue. Please use the PPSD Escalation email process when these issues cannot be resolved through the Customer Contact Center.

What date is PPSD currently working on as of 07/25/2016?

Unit	Workload Type	Oldest Date
Position Control	607	6/28/16
Audits	PARs	07/08/16
Disability	IDL Special/Complex	06/13/16
	IDL Regular	07/15/16
	SDI Special/Complex	07/05/16
	SDI Regular	07/19/16
	NDI Special/Complex	07/11/16
	NDI Regular	07/18/16
	TD Special/Complex	07/08/16
	4400	07/20/16
	4800	07/20/16

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Unit	Workload Type	Oldest Date
Payroll	EH Messages	12/02/2015
	674	06/15/2016
	674 A/R	06/17/2016
Benefits	Health	04/15/2016
	FLEX News Appeals/Changes	05/05/2016
	FLEX Cancels	05/24/2016
	FLEX Reimbursements	05/05/2016
	Dental New	07/25/2016
	Dental Cancels	07/25/2016
	Dental Appeals/Changes	06/15/2016
	674 A/R	06/29/2016
	674 Leave Credits	02/22/2016
Misc. Deduction/W-2	Group Legal	07/19/2016
	LTD	07/19/2016
Retirement	EH Messages	03/25/2016